



**State of North Carolina
Office of Information Technology Services**

Michael F. Easley, Governor

George Bakolia, State Chief Information Officer

Memorandum

To: Agency Heads, Chief Information Officers, Agency Security Liaisons

From: George Bakolia *GB*

Subject: Encryption Policy

Date: December 10, 2007

I am writing to make you aware that I have approved a statewide IT standard that requires encryption of all portable computing devices, including laptops and personal digital assistants, used to conduct public business. This will help us safeguard personal information about state employees and citizens from unauthorized disclosure.

The standard was adopted after a thorough review by the Technology Planning Group and others.

I initiated this effort because thefts and losses of laptops and portable media are a leading cause of security breaches in both government and the private sector. All too frequently the media reports about the loss of personal records that places thousands of individuals at risk of identity theft.

The Statewide IT Procurement Office has established a statewide contract for encryption products and related implementation services to help state agencies acquire software and services at discounted prices. Executive branch agencies must use this contract when purchasing full-disk encryption products.

ITS has selected a standard encryption product for use by the agency and subscribers to the ITS Managed Desktop Service. The initial rollout will consist of laptops and will begin this month.

I understand that it will take some time to encrypt the thousands of laptops and other devices used by state employees. I encourage you to make this a top priority for your agency. The security and integrity of our employees' and citizens' personal information must be protected.

This new standard is one of several amendments to the state Security Manual. You can review all of the changes at <http://www.scio.nc.gov/sitPolicies.asp>. The encryption requirements are in Chapter 3.

Please feel free to contact me at 919-754-2980 or george.bakolia@its.nc.gov if you have any questions.

cc: Sharon Hayes, Deputy State Chief Information Officer
Bill Willis, Deputy State Chief Information Officer
Ann Garrett, State Chief Information Security Officer